

High Needs Block Committee

Draft minutes of the meeting held on 24th January 2023 at 11am via Teams

Schools Forum Members

Martin Doyle: Headteacher Riverside School – Chair

Sian McDermott: Headteacher Rowland Hill Nursery School and Children Centre

Melian Mansfield: Pembury House Chair of Governors

Mike McKenzie: Secondary Heads Rep. Headteacher Alexandra Park School

Will Wawn: Primary Heads Rep. Headteacher Bounds Green School, Chair, Schools Forum

Gerry Robinson: Alternative Provision

+ Kurt Hintz: CoNEL

Also Invited

Mary Jarrett: Integrated Head of Service

Phil di Leo: Chair of Governors, The Vale

Brian Smith: Schools Finance Manager

Attending

Robin Hindley: CoNEL

Sarah Hargreaves: Senior Governance Officer + Denotes absence

1. Welcome, apologies for absence and acceptance

1.1 The Chair (Martin Doyle) welcomed everyone present to the meeting.

1.2 Apologies for lateness have been received from Will Wawn.

2. Minutes of the meeting of 12th December 2022

2.1 The minutes were **agreed** as a correct record of the meeting. They will be signed and returned for safe keeping when this is next possible.

3. Matters arising from the minutes

3.1 Pt 3.1 Robin reported that work continues on the Year 14 placements. There are some pupils which CoNEL can't assist with, even though they are aiming to admit students with more complex needs who are in a position to develop their skills. Some students will be passported from adult social care. *Members asked if this would include students currently attending Tree House and Ambitious for Autism.* It could do if it was appropriate. Annual reviews for post 16 transitions are undertaken by Lisa Novelli. Under the Care Act young people are assessed for adult services and identification should start in Year 9. The Code of Practice says that at age 14 planning should start for preparation for adulthood from education whether this is into further education, apprenticeships, employment etc. This helps young people and their families know what their options are.

3.1.1 It was **agreed** that a meeting would be arranged between Mary, Martin, Lisa Novelli, Kathy Mahoney (LBH) and Gavin Cox (CoNEL). **Action RH**

3.2 Pt 6.1 Mary clarified that it was the outcome of the budget re-classification exercise which would come to this group, not the definitive budget figures. These will be available once the Safety Value work has been finalised. The reclassification exercise reorganised which education budgets were covered by the HNB. For example the Hearing and visual support services will be included in the HNB and Early Help Services have been removed.

- 3.2.1 It was noted that the HNB budget recovery plan would be entirely subsumed into the Safety Value (SV) programme. There is a meeting with the DfE next week regarding progress of the SV bid. There will be 18 projects in total within SV. The Safety Valve programme was shared by Jackie Difolco at Schools Forum.
- 3.3 *Members asked how the SV programme will fit in with the HNB and SEND Board? How will the respective strategies be aligned? Who will be tracking which actions?* Mary said that SV will be overseen by the Safety Valve Board, chaired by Ann Graham. There is also a SEND Executive which is responsible for the SEND strategy for the whole borough. Details of the Safety Valve are currently embargoed but they will be shared as soon as it is possible to do so

11.30am Will Wawn joined the meeting.

- 3.3.1 *Members asked, in that case, what will be the role of the HNB Committee?* Mary confirmed that the HNB Recovery plan will continue to be implemented until the SV is signed off.
- 3.3.2 *Members said that they are not clear on what the HNB Committee should now be doing. Is it offering advice?* It is likely that the Terms of Reference will need to be re-visited.

11.35am Melian Mansfield joined the meeting.

- 3.3.3 Will the HNB be concentrating on specific strands of the SV programme?
- 3.3.4 It will be necessary to have a plan, going forward, as to how the SV programme will be reviewed and as it is solely about HNB recovery, it should come to this group.
- 3.3.5 *When is the SV programme going to be signed off?* Officially it is still late December 2022. Hopefully new details will be given at the meeting with the DfE next week. It was noted that even when it has been signed off the details will be embargoed.
- 3.3.6 It was **agreed** that an interim face to face meeting would be beneficial. **Agreed as 21st February at 10am at Riverside school.** Mary and Martin to discuss the agenda.

Action MJ, MD

- 3.3.7 Will to check with Ann Graham whether the SV Steering Group should be included in this meeting. **Action WW**
- 3.3.8 There needs to be further discussion as to how the HNB Committee works with the SEND Exec. Sian and Gerry sit on both groups. Mary clarified that HNB considers the funding and SEND Exec considers the strategy. The overall decisions will be made by the SV Board.
- 3.3.9 Members asked for the Terms of Reference and membership of all relevant groups. Mary said she would circulate the link from the Local Offer website which includes this information. **Action MJ-completed**
- 3.3.10 Members stressed that they were very keen to see all of the strands of the strategy joining up effectively.
- 3.3.11 The SEND Strategy and any updates will be circulated. **Action MJ-Completed**

4. AOB

- 4.1 Future meeting dates. The next meeting was confirmed as:

21st February 2023 at Riverside School at 10am. Invite to be sent.

Action SH

There being no further business the Chair thanked everyone for their attendance and closed the meeting at **12.05pm.**